



AGENDA
PARKS & RECREATION ADVISORY BOARD
CITY OF PORT ORANGE

Meeting Date: Tuesday, July 16, 2019
Type of Meeting: Regular

Time: 5:15 PM
Location: Dorothy L. Hukill City Center Annex
Conference Room
1395 Dunlawton Avenue
Port Orange

A. CALL TO ORDER

1. Roll Call

B. ELECTION OF OFFICER

C. DISCUSSION/ACTION

2. Consideration of Minutes - April 16, 2019
3. Recommendation on Parks Partner
4. Dissolution of Foundation

D. PARKS & RECREATION DIRECTOR'S REPORT

E. PUBLIC COMMENTS

F. BOARD COMMENTS

G. NEXT MEETING DATE

5. Next Meeting Date: October 15, 2019
6. Items for Next Agenda

H. ADJOURNMENT

ANY PERSON WHO DECIDES TO APPEAL ANY DECISION MADE BY THE **PARKS & RECREATION ADVISORY BOARD** WILL NEED A RECORD OF THE PROCEEDINGS, AND FOR SUCH PURPOSE HE OR SHE MAY NEED TO ENSURE AT HIS OR HER OWN EXPENSE FOR THE TAKING AND PREPARATION OF A VERBATIM RECORD OF ALL TESTIMONY AND EVIDENCE OF THE PROCEEDINGS UPON WHICH THE APPEAL IS TO BE BASED. NOTE: IF YOU ARE A PERSON WITH A DISABILITY WHO NEEDS AN ACCOMMODATION IN ORDER TO PARTICIPATE IN THIS PROCEEDING, YOU ARE ENTITLED, AT NO COST TO YOU, TO THE PROVISION OF CERTAIN ASSISTANCE. PLEASE CONTACT THE CITY CLERK FOR THE CITY OF PORT ORANGE, 1000 CITY CENTER CIRCLE, PORT ORANGE, FLORIDA 32129, TELEPHONE NUMBER 386-506-5563, CITYCLERK@PORT-ORANGE.ORG, AS FAR IN ADVANCE AS POSSIBLE, BUT PREFERABLY WITHIN 2 WORKING DAYS OF YOUR RECEIPT OF THIS NOTICE OR 5 DAYS PRIOR TO THE MEETING DATE. IF YOU ARE HEARING OR VOICE IMPAIRED, CONTACT THE RELAY OPERATOR AT 7-1-1 or 1-800-955-8771. UPON REQUEST BY A QUALIFIED INDIVIDUAL WITH A DISABILITY, THIS DOCUMENT WILL BE MADE AVAILABLE IN AN ALTERNATE FORMAT. IF YOU NEED TO REQUEST THIS DOCUMENT IN AN ALTERNATE FORMAT, PLEASE CONTACT THE CITY CLERK WHOSE CONTACT INFORMATION IS PROVIDED ABOVE.

PARKS AND RECREATION ADVISORY BOARD
REGULAR MEETING
DOROTHY L. HUKILL CITY CENTER ANNEX
1395 DUNLAWTON AVENUE
PORT ORANGE, FLORIDA
APRIL 16, 2019 AT 5:15 P.M.

The Parks & Recreation Advisory Board was called to order by Chairman Wiles at 5:15 p.m.

Present: Jack Wiles
Patricia Barraco
Julie Day
Bobby Ball (arrived late)
Michael Navarra
James Richard Jr
Mark Bowling
John Cameron (arrived late)

Absent: Maria Mills-Benat

Also Present: Susan Lovallo, Park and Recreation Director
Melanie Schmotzer, Development Review Tech
Shelby Field, Assistant City Clerk

Chairman Wiles passed the meeting over to Vice Chairman Bowling to lead while he serves as Interim Council Member.

B. DISCUSSION/ACTION

2. Consideration of Minutes - January 15, 2019

Motion was made by Member Navarra to approve the minutes from January 15, 2019 as presented and Seconded by Member Richard. Motion carried unanimously by voice vote.

Motion was made by Member Day to accept the Memorandum of Voting Conflict form for Member Navarra into the minutes and Seconded by Member Richard. Motion carried unanimously by voice vote.

3. Ideas for the Russell Property

Susan Lovallo, Parks and Recreation Director gave an overview of what the Russell Property is and what the possible options for it are. The public cannot individually access the property by car at this time, only by water, as it is in the Sanctuary Subdivision. One of the options Ms. Lovallo presented is get the property up to ADA compliance, renovate the house and barn, and lease the property as a venue. Another option would be to tear the current house down, as it is

a cost to the City at this point without being used and turn it into a park. Another option is seeing if Cracker Creek may be interested in helping.

Vice Chairman Bowling asked if there were any connecting properties the City could purchase to make access easier. Ms. Lovallo does not think so on that side of the creek. He inquired if the public is seeking access to the house for a public venue. Ms. Lovallo does not believe most of the public is aware of the property.

Chairman Wiles inquired about the cost of putting the Request for Proposal out there. Ms. Lovallo believes there are some advertising costs but is unsure if there are other costs.

Member Richard asked if it was a hassle to sell the property. Ms. Lovallo responded no, but it would make it harder to receive another FCT Grant in the future.

Member Barraco asked if the City has any connection to Gamble still. Ms. Lovallo stated the City has no connection with the Museum of Art's & Sciences at the Gamble site at this time.

Member Ball asked about the property across the creek on the southside of Williamson. Ms. Lovallo stated that it has been purchased.

4. Maps of City Owned Land

Ms. Lovallo went over the current map of the City owned lands and discussed options for unused lands. The Board would like to potentially sell, or use, unused land to purchase land for sports complex's, parks, etc.

Chairman Wiles asked Ms. Lovallo for a list of property's the Parks Department owns that they would be able to sell to fund new lands. Ms. Lovallo will bring something back to the Board.

(Chairman Wiles left at 5:54pm)

5. Update on the Halifax Trail

Melanie Schmotzer, Development Review Tech, gave an updated on the proposed Halifax Trail and answered questions from the Board.

C. PARKS & RECREATION DIRECTOR'S REPORT

Ms. Lovallo updated the Board on where the City is with the Park Partners. 3 of the 7 have stayed on as partners; Port Orange Volleyball, Panthers baseball & softball, and Pop Warner. Florida Elite Soccer club could no longer meet requirements and is no longer a club. The Stallions did not meet the requirements for residency, so they are pay-as-you-go now. She informed the Board of the budget update, which is just beginning. Ms. Lovallo addressed the new Rec Rangers program, stating it is going well so far. She also gave an overview of the events coming up through the next few months.

D. PUBLIC COMMENTS – there were none.

E. BOARD COMMENTS

Member Cameron is impressed with the Parks Department, the work they are doing, and the social media accounts for them.

F. NEXT MEETING DATE

Next Meeting Date: July 16, 2019

G. ADJOURNMENT – 6:24pm

Chairman Jack Wiles



**City of Port Orange
Parks and Recreation Partner
Checklist**

Name of Organization: Port Orange Soccer Club	Yes	No	Write Comments
<u>Eligibility Requirements</u>			
Received Application?	☒	☐	
Must be a non-profit organization (Sunbiz)	☒	☐	
Must present articles of incorporation (listing board members) & bylaws	☒	☐	
Must have 50% of team roster reside in the City of Port Orange	☐	☒	160 Port Orange Residents 48% 64 Non-Residents Rosters are not finalized
Port Orange must be represented in the team name	☒	☐	
Staff recommendation	☒	☐	
Must be recommended for approval by Parks & Recreation Advisory Board	☐	☐	
Received Insurance?	☒	☐	Renewal in process
Duplicated Partner group (sport)?	☐	☒	
	☐	☐	
	☐	☐	
	☐	☐	

Recommend Approval Yes ☒ No ☐



CITY OF PORT ORANGE

PARKS & RECREATION PARTNER APPLICATION

Port Orange Parks and Recreation, 4655 City Center Circle, Port Orange, FL 32129 Fax: 386-756-5351

SECTION 1: PARK & RECREATION PARTNER'S INFORMATION

Name: WILLIAM Fredette - HUFFMAN Email: billyfredhufft@earthlink.net
 Address: 1648 TAYLOR RD #120 City: PORT ORANGE State: FL Zip Code: 32128
 Organization Website: portorangesoccerclub.com
 Point of Contact: WILLIAM Fredette - HUFFMAN Phone: 386-690-2302
 Are you not-for-profit? YES
 Sport: SOCCER
 Who are you affiliated with? US
 When does your season run? AUGUST Through may of following year

SECTION 2: PRESIDENT INFORMATION

President Name: William Fredette - HUFFMAN Email: billyfredhufft@earthlink.net
 Address: 1840 WATERFORD estates Dr. City: NSB State: FL Zip Code: 32168
 Daytime Phone: 386-226-6032 Cell: 386-690-2302 Fax No: _____
 Board Members Names /Title: Chantel Roy - Treasurer
Casey Lamb - Secretary
Micole Hensle - V.P.
Shawn Brvill - V.P.

Please attach a copy of your logo and team jersey

Attached is a copy of the City of Port Orange:

Eligibility Requirements
 Department Policies and Procedures
 Blank Parks & Recreation Partner Agreement

[Florida Department of State](#)

DIVISION OF CORPORATIONS

[Department of State](#) / [Division of Corporations](#) / [Search Records](#) / [Detail By Document Number](#) /

Detail by Entity Name

Florida Not For Profit Corporation
PORT ORANGE SOCCER CLUB, INC.

Filing Information

Document Number	N96000001137
FEI/EIN Number	59-3499849
Date Filed	02/28/1996
State	FL
Status	ACTIVE
Last Event	NAME CHANGE AMENDMENT
Event Date Filed	10/07/1999
Event Effective Date	NONE

Principal Address

1648 Taylor Road
#120
PORT ORANGE, FL 32128

Changed: 08/14/2018

Mailing Address

1648 Taylor Road
#120
PORT ORANGE, FL 32128

Changed: 08/14/2018

Registered Agent Name & Address

Roy , Chantel
5445 Frederick Lake Drive
PORT ORANGE, FL 32128

Name Changed: 07/18/2018

Address Changed: 07/18/2018

Officer/Director Detail

Name & Address

Title Secretary

Lamb , Kasey

* Renewal in process

CERTIFICATE OF LIABILITY INSURANCE		DATE (MM/DD/YYYY) 03/04/2019				
THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.						
IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. IF SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).						
PRODUCER H. B. Wilson Company, LLC 380 W. Platt St. Ste 200 Tampa, FL 33606 INSURED Florida Youth Soccer Assn Inc. 2828 Lake Myrtle Park Road Auburndale, FL 33823	CONTACT NAME: Ashley Richards PHONE: (813) 389-2320 FAX: (813) 389-2795 E-MAIL: arichards@newlisa.com ADDRESS: INSURERS AFFORDING COVERAGE INSURER A: NATIONAL CAS CO NAIC# INSURER B: Nationwide Life Ins Co 11991 INSURER C: INSURER D: INSURER E: UNSURETY:					
COVERAGES		CERTIFICATE NUMBER: 55591309				
		REVISION NUMBER:				
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.						
POLICY LINE	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFF DATE (MM/DD/YYYY)	POLICY EXP DATE (MM/DD/YYYY)	LIMITS	
A	☒ COMMERCIAL GENERAL LIABILITY CLAIM MADE ☒ OCCUR ☒ Participant Legal Lib ☒ Sexual Abuse & Molest. GEN. AGGREGATE LIMIT APPLIES PRIOR: POLICY ☐ PROTECT ☒ LOC OTHER:	Z	1LKR80000007389700	06/01/18	06/01/19	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES &/OR CONTENTS \$ 250,000 MED EXP (per person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMPLETION AGG \$ 3,000,000 \$
B	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☒ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ NON-SCHEDULED AUTOS ONLY	Z	6LKX00000007389900	06/01/18	06/01/19	COMBINED SINGLE LIMIT (All accidents) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	UMBRELLA/LIAB ☒ EXTENDING OCCUR CLAIMS MADE COB RETENTION \$ WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY OTHER PATTERN/EXECUTIVE OFFICIAL DISCRIMINATION (Mandatory in FL) If you describe under DESCRIPTION OF OPERATIONS below	X	JLXB00000007389900	06/01/18	06/01/19	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000 \$ PER STATE PER YEAR E.I. EACH ACCIDENT \$ E.I. DISEASE - EACH EMPLOYEE \$ E.I. DISEASE - POLICY LIMIT \$
B	Participant Accident Medical Expense Limit	Z	6ANP100000028806100	06/01/18	06/01/19	Medical Exp Limit \$0,000 Med Per Claim 2,000
DESCRIPTION OF OPERATIONS / LOCATIONS / VENUES (ACORD 101, Add Event Remarks Schedule, may be attached if room space is required) All operations of the Florida Youth Soccer Assn, its teams, leagues & clubs. Coverage applies only to official, sanctioned and supervised activities of FYSA. CERTIFICATE HOLDER IS NAMED AS ADDITIONAL INSURED if required by direct written contract. This certificate is issued on behalf of: PORT ORANGE SOCCER CLUB (CODE:WFF08) & FLORIDA ELITE SOCCER CLUB (CODE:EMPS)						
SUPERSEDES ALL PRIOR CERTIFICATES ISSUED. Sexual Abuse & Molestation is included under the Gen Liab Policy with a separate limit of \$2M ASD/\$1M DCC.						
CERTIFICATE HOLDER			CANCELLATION			
City of Port Orange 1000 City Center Circle Port Orange, FL 32129			SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 			
UNA						
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